

# BICKLEIGH PARISH COUNCIL

The Council Offices, The Woolwell Centre, Darklake Lane, Woolwell, PL6 7TR  
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*Helen Broughton*

21<sup>st</sup> March 2024

**A meeting of Bickleigh Parish Council will be held on Thursday 25<sup>th</sup> April 2024  
at 7.30pm at the Woolwell Centre, Darklake Lane, Woolwell**

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## **Open Forum**

*There will be an open forum of 15 minutes at the beginning of the meeting to allow members of the public to ask questions or make comment regarding the work of the Council or other items which affect the Parish.*

2023 218 To receive **apologies for absence**

2023 219 Members to declare any **pecuniary and other interests** pertaining to items on the agenda

2023 220 To note **dispensation** granted for Cllr W Haymes to speak on items relating to the Woolwell Centre

2023 221 **Minutes**

- i. To agree that the minutes of the Parish Council Meeting held on 28<sup>th</sup> March 2024 be signed by the Chair as a true record (minutes)
- ii. To note Woolwell Centre Working Group minutes.

2023 222 **County and District Councillors reports**

To receive the following reports:

- i. County Councillor (*report*)
- ii. District Councillor (*report*)

2023 223 **Clerks Report** (*for information only*)

To note action list (*paper*)

2023 224 **Finance and Admin**

- i. To note and approve the bank reconciliations as at 31st March 2024
- ii. To note and approve the summary of receipts and payments for the 2023/24 Council year
- iii. To note the detailed and summary unaudited annual return for 2023/24
- iv. To note that the VAT reclaim has been submitted
- v. To consider and adopt - Statement of Internal Control
- vi. To consider and approve - Risk Management Schedule
- vii. To consider moving funds from the general reserve to earmarked reserves.
- viii. To approve the following payments (*invoices sent electronically to Councillors*)

**Pre-paid**

SUPPLIER	DETAILS	TOTAL	VAT	NET	NOTES
Cutec	Monthly MS fee	70.32	11.72	58.60	
Woolwell Centre	Room hire April	60	0	60.00	

**For approval**

SUPPLIER	DETAILS	TOTAL	VAT	NET	NOTES
H Broughton	Salary	652.71		652.71	
Nest	Pension payment	62.24		65.27	7% council 3% clerk
HMRC	PAYE mnth 12	148.00		148.00	
ADF Plastics	Fire exit door	2136.00	356	1780.00	
Devon ALC	DALC and NALC subs	1027.66	124.66	903.00	24/25
DM Payroll	Payroll service	120.00		120.00	24/25
South Hams DC	Emptying dog bin	93.60	15.60	78.00	
Rialtas	Annual fee	230.40	38.40	192.00	
The Woolwell Centre	1 <sup>st</sup> half grant	10,000		10,000	

**2023 225 Woolwell Centre**

- i. To note that tenders for replacement windows and PV array have been placed on the governments Contracts Finder website.
- ii. To agree action on reviewing tenders received and making recommendations to Full Council.
- iii. To agree to apply for planning application (PAN) for PV array and agree action.
- iv. To approve expenditure on an asbestos refurbishment survey.

**2023 226 Planning:** No planning applications

**2023 227 Annual Parish Meeting:** To agree any arrangements for the Annual Parish Meeting being held on 23<sup>rd</sup> May at 7pm.

**2012 228 Electric Scooters:** To agree further action on the use of electric scooters.

**2023 229 Neighbourhood Plan Standing Item:** To receive an update.

**2023 230 Roborough Village Hall:** To receive an update.

**2023 231** To note the **date of the next meeting**